



Part A

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

1. Experienced fundraiser with a track record of success in devising, developing and delivering fundraising strategies across a wide range of disciplines.
2. Demonstrable understanding of the breadth of contemporary fundraising techniques and a proven ability to innovate.
3. Excellent people management and development skills with proven ability to lead, manage and develop a team and to motivate and work with colleagues at all levels of an organisation and board members.
4. Excellent current knowledge of best practice in philanthropy, including tax-efficient giving, regulatory frameworks, donor care and data protection legislation.
5. Highly motivated with a demonstrable ability to work well on own initiative to meet deadlines and respond effectively to performance targets, thriving and leading within a target driven environment.
6. Demonstrable experience of building and sustaining effective relationships, engaging with and influencing a wide range of people internally and externally, particularly high net worth individuals.
7. Proven ability to communicate effectively and credibly with excellent interpersonal, written and verbal communication skills, together with a high level of numeracy.
8. Excellent organisational and project management skills.
9. Excellent IT skills, with experience of using MS Office, email, internet and fundraising software packages.
10. Demonstrate an enthusiasm to develop a career in fundraising leadership and support the work of Tyne & Wear Archives & Museums.
11. Evidence of professional development in fundraising through work experience, courses, conferences and/or formal qualifications.
12. Commitment to Equal Opportunities and anti-discriminatory practice.

Desirable

1. Proven major gift fundraising success within a museum, heritage or arts environment, including the self-drive and ability to directly solicit six figure gifts and/or enable senior colleagues/high level volunteers to successfully conduct the process, adapting strategies to specific donor circumstances.
2. Knowledge of professional practices in public relations and marketing.
3. Ability to use social media to raise awareness of TWAM's case for support.
4. Ability to use and develop CRM systems as a key tool in customer relationship management and the generation of income.
5. Full membership of the Institute of Fundraising.

Part B

The following criteria will be further explored at the interview stage:

1. Experienced fundraiser with a track record of success in devising, developing and delivering fundraising strategies across a wide range of disciplines.
2. Demonstrable understanding of the breadth of contemporary fundraising techniques and a proven ability to innovate.
3. Excellent people management and development skills with proven ability to lead, manage and develop a team and to motivate and work with colleagues at all levels of an organisation and board members.
4. Excellent current knowledge of best practice in philanthropy, including tax-efficient giving, regulatory frameworks, donor care and data protection legislation.
5. Highly motivated with a demonstrable ability to work well on own initiative to meet deadlines and respond effectively to performance targets, thriving and leading within a target driven environment.
6. Demonstrable experience of building and sustaining effective relationships, engaging with and influencing a wide range of people internally and externally, particularly high net worth individuals.
7. Proven ability to communicate effectively and credibly with excellent interpersonal skills.
8. Demonstrate an enthusiasm to develop a career in fundraising leadership and support the work of Tyne & Wear Archives & Museums.
9. Commitment to Equal Opportunities and anti-discriminatory practice.

Additional Requirements

The job role will require the post holder to work on occasional evenings / weekends.

The post holder will be required to travel in the North East region to work at a number of sites/locations and to travel nationally occasionally.